

Equality Impact Assessment

Context

1. under s.149 of the Equality Act 2010, when making decisions, Essex County Council must have regard to the Public Sector Equality Duty, ie have due regard to:
 - eliminating unlawful discrimination, harassment and victimisation, and other conduct prohibited by the Act,
 - advancing equality of opportunity between people who share a protected characteristic and those who do not,
 - fostering good relations between people who share a protected characteristic and those who do not, including tackling prejudice and promoting understanding.
2. The characteristics protected by the Equality Act are:
 - age
 - disability
 - gender reassignment
 - marriage/civil partnership
 - pregnancy/maternity
 - race
 - religion/belief
 - sex/gender
 - sexual orientation.
3. In addition to the above protected characteristics you should consider the cross-cutting elements of the proposed policy, namely the social, economic and environmental impact (including rurality) as part of this assessment. These cross-cutting elements are not a characteristic protected by law but are regarded as good practice to include.
4. The Equality Impact Assessment (EqIA) document should be used as a tool to test and analyse the nature and impact of either what we do or are planning to do in the future. It can be used flexibly for reviewing existing arrangements but in particular should enable identification where further consultation, engagement and data is required.
5. Use the questions in this document to record your findings. This should include the nature and extent of the impact on those likely to be affected by the proposed policy.
6. Where this EqIA relates to a continuing project, it must be reviewed and updated at each stage of the decision.
7. The EqIA will be published [online](#):
8. All **Cabinet Member Actions, Chief Officer Actions, Key Decisions** and **Cabinet Reports must be** accompanied by an EqIA.
9. For further information, refer to the EqIA guidance for staff.
10. For advice, contact:
Shammi Jalota shammi.jalota@essex.gov.uk
Head of Equality and Diversity
Corporate Law & Assurance
Tel 0330 134592 or 07740 901114



Section 1: Identifying details

Your function, service area and team: P&PH, Trading Standards

If you are submitting this EqIA on behalf of another function, service area or team, specify the originating function, service area or team: N/A

Title of policy or decision:

To enter into an agreement with Norfolk Calibration Services for the calibration of Trading Standards weights, measures and test equipment.

Officer completing the EqIA: Matthew Sanctuary Tel: 03330134121 Email: matthew.sanctuary@essex.gov.uk

Date of completing the assessment: 9/12/19

Section 2: Policy to be analysed

2.1

Is this a new policy (or decision) or a change to an existing policy, practice or project?

This is a new decision to change the approach taken for calibrating Essex County Council Trading Standards working standard weights, measures and test equipment.

2.2

Describe the main aims, objectives and purpose of the policy (or decision):

This report asks the Cabinet Member to approve Essex County Council Trading Standards entering into an agreement with Norfolk County Council Calibration Services (under section 101 of the Local Government Act 1972) to enable the on-going re-calibration of Essex Trading Standards working standards weights, measures and test equipment.

What outcome(s) are you hoping to achieve (ie decommissioning or commissioning a service)?

Cabinet Member to approve entering into a Local Government Act 1972 S101 agreement with Norfolk Calibration Services in relation to the re-calibration of Essex Trading Standards working standards weights, measures and test equipment. This agreement would be signed by Norfolk and Essex, run for a period of 10 years and be fully financed by transferring the ownership and possession of redundant laboratory equipment (with an estimated value of between £25-£30K) to Norfolk Calibration Services. All legal recalibration periods and other requirements (such as collection and delivery of equipment for testing, calibration/adjustment and provision of calibration certificates) would be fulfilled on our behalf by Norfolk Calibration Services enabling the freeing up of further resource for other TS enforcement activities and consultancy services. Additional resources already freed up by taking the more efficient approach to commercial calibration has already enabled income from other forms of Trading Standards consultancy to increase.

	<p>This approach will also avoid a costly exercise of arranging for the sale/disposal of very specialist redundant laboratory equipment.</p>
2.3	<p>Does or will the policy or decision affect:</p> <ul style="list-style-type: none"> • service users • employees • the wider community or groups of people, particularly where there are areas of known inequalities? <p>None of the above – this decision purely relates to how Essex County Council Trading Standards manages the on-going calibration requirements of working standard weights, measures and test equipment.</p> <p>Will the policy or decision influence how organisations operate?</p> <ul style="list-style-type: none"> • Please see above
2.4	<p>Will the policy or decision involve substantial changes in resources?</p> <p>No – the agreement will ensure the on-going calibration needs for the Council’s metrology equipment for the next 10 years at no additional cost (fully funded by the transfer in ownership of lab-based test equipment to an alternative provider, Norfolk Calibration Services). Staff resources that are freed up by adopting this agreement will be invested in other priority areas including consultancy services that generate income for the service.</p>
2.5	<p>Is this policy or decision associated with any of the Council’s other policies and how, if applicable, does the proposed policy support corporate outcomes?</p> <p>The Essex Organisation Strategy 2017-21 defines the strategic aims and priorities of the Council. The work of Trading Standards contributes widely to these aims, in particular:</p> <ul style="list-style-type: none"> • Help to create great places to grow up, live and work • Help people get the best start and age well • Enable inclusive economic growth • Transform the council to achieve more with less <p>The policy amendments will support the organisations ambition to achieve more with less by ensuring that the on-going calibration requirements of Essex County Council Trading Standards working standard weights, measures and test equipment are managed and fully financed for the next 10 years at no additional cost to the council.</p>



Section 3: Evidence/data about the user population and consultation¹

As a minimum you must consider what is known about the population likely to be affected which will support your understanding of the impact of the policy, eg service uptake/usage, customer satisfaction surveys, staffing data, performance data, research information (national, regional and local data sources).

3.1	What does the information tell you about those groups identified? N/A
3.2	Have you consulted or involved those groups that are likely to be affected by the policy or decision you want to implement? If so, what were their views and how have their views influenced your decision? N/A
3.3	If you have not consulted or engaged with communities that are likely to be affected by the policy or decision, give details about when you intend to carry out consultation or provide reasons for why you feel this is not necessary. Please include any reasonable adjustments, e.g. accessible formats, you will provide as part of the consultation process for disabled people: N/A

¹ Data sources within EEC. Refer to Essex Insight:
<http://www.essexinsight.org.uk/mainmenu.aspx?cookieCheck=true>
with links to JSNA and 2011 Census.



Section 4: Impact of policy or decision

Use this section to assess any potential impact on equality groups based on what you now know.

Description of impact	Nature of impact Positive, neutral, adverse (explain why)	Extent of impact Low, medium, high (use L, M or H)
<p>Age including older and younger people</p> <p>This proposed agreement will have no impact on any equality group. The agreement purely relates to how Essex County Council will manage the on-going calibration needs of its working standard weights, measures and test equipment, keeping them available for use by Trading Standards staff.</p>	Neutral	Low
<p>Disability – learning disability</p> <p>As above</p>	Neutral	Low
<p>Disability – mental health issues</p> <p>As above</p>	Neutral	Low
<p>Disability – physical impairment</p> <p>As above</p>	Neutral	Low
<p>Disability – sensory impairment (visual, hearing and deafblind)</p> <p>As above</p>	Neutral	Low
<p>Gender/Sex</p>	Neutral	Low



Men and Women As above		
Gender reassignment As above	Neutral	Low
Marriage/civil partnership As above	Neutral	Low
Pregnancy/maternity As above	Neutral	Low
Race As above	Neutral	Low
Religion/belief As above	Neutral	Low
Sexual orientation As above	Neutral	Low
Cross-cutting themes		
Description of impact	Nature of impact Positive, neutral, adverse (explain why)	Extent of impact Low, medium, high (use L, M or H)
Socio-economic As above	Neutral	Low
Environmental, eg housing, transport links/rural isolation As above	Neutral	Low

Section 5: Conclusion

		Tick Yes/No as appropriate	
5.1	Does the EqIA in Section 4 indicate that the policy or decision would have a medium or high adverse impact on one or more equality groups?	✓ No <input type="checkbox"/>	
		Yes <input type="checkbox"/>	If ' YES ', use the action plan at Section 6 to describe the adverse impacts and what mitigating actions you could put in place.

Section 6: Action plan to address and monitor adverse impacts

What are the potential adverse impacts?	What are the mitigating actions?	Date they will be achieved.
None	N/A	N/A

Section 7: Sign off

**I confirm that this initial analysis has been completed appropriately.
(A typed signature is sufficient.)**

Signature of Head of Service: Chris French	Date: December 2019
Signature of person completing the EqIA: Matthew Sanctuary	Date: December 2019

Advice

Keep your director informed of all equality & diversity issues. We recommend that you forward a copy of every EqIA you undertake to the director responsible for the service area. Retain a copy of this EqIA for your records. If this EqIA relates to a continuing project, ensure this document is kept under review and updated, eg after a consultation has been undertaken.

